

ARMY NATIONAL GUARD TECHNICIAN ANNOUNCEMENT BARGAINING UNIT



**HUMAN RESOURCES
OFFICE**
**Washington National
Guard**
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number
09-269-ARNG

Opening Date
6 November 2009

Position Title, Series & Grade
Supply Technician,
GS-2005-05

APPLICATIONS WILL BE ACCEPTED UNTIL 4:30 ON:

24 November 2009

PD Number:
70534000

SEE NOTE

Location of Position:

A Co 341st MI BN
Spokane, WA

Baseline physical

**An employment physical may be required within 90 days of
employment per OSHA regulation and NGB* *this physical will
be used to determine fitness and eligibility for continued
employment.**

Salary Range:

\$34,300 PA to \$44,589 PA

Website address:

http://mil.wa.gov/jobs/federal_job_ops.shtml

APPOINTMENT FACTORS

Area of Consideration

☒ **Area 1 – In-service Excepted:** All permanent Washington Army National Guard Excepted and Competitive bargaining unit civil service employees, and members with excepted technician re-employment rights to the Washington Army National Guard.

☒ **Area 2 – In-service Competitive:** All presently employed permanent competitive technicians, and members with competitive technician re-employment rights to the Washington Army National Guard.

☒ **Area 3 – In-state Excepted:** All participating members of the Washington Army and/or Air National Guard, including in-service technicians that are not covered by the bargaining unit, and indefinite employees.

☒ **Area 4 – Nationwide Excepted:** Anyone eligible for immediate enlistment and/or commissioning in the Washington Army and/or Air National Guard.

CURRENT BARGAINING UNIT STATUS

☒ **Bargaining Unit**
☐ Non-Bargaining Unit

Appointment Factors:

☐ Officer ☒ **Enlisted** ☐ Warrant Officer

☐ NDS (Competitive)

☐ Permanent ☐ Indefinite ☒ **Temporary**

Military Assignment & Grade Requirements

CMF:

Applicants need not be assigned to the position or possess the MOS to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain MOS within 1 year of appointment action.

Military Grade Available:

E-1 thru E-6

Please note: Grade Inversion will not be permitted TPR 300 (302.7, change 8 para c)

Permanent Change of Station

☒ PCS expenses are not authorized

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☐ PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.

Minimum Requirements for Consideration

General Experience: Experience in clerical or office work such as maintaining records; screening, reviewing, and verifying documents; searching for and compiling information and data; or work involved in the physical handling of supplies and equipment provided this gave the candidate some general knowledge of supply transactions and regulations, procedures, identification codes, etc.

Specialized Experience: Must have **6** months of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position.

Other Requirements: All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the Army Avoidance Course (AAC) training when they start working for the Army. Must have a valid Washington State and military drivers license.

The following Selective Placement Factors (SPFs) will be considered in the evaluation process

Element I – Knowledge of established supply regulations, policies, and procedures to maintain an accurate accounting and reporting system of non-expendable property and to perform various phases of property management.

Element II – Ability to investigate and reconcile routine and recurring discrepancies relating to actions such as receipt control, stock control, and inventory adjustments to resolve differences in accountable records.

Element III – Ability to communicate orally and in writing.

Element IV – Knowledge of data processing systems and application to logistical transactions.

Employment Conditions

1. Technicians are paid through direct deposit/electronic funds transfer.
2. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government.
3. Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.
4. Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician.
5. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)

Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.

SUMMARY OF DUTIES

This position is located in a Company, Battery, and Troop or Detachment size unit of the Army National Guard (ARNG). The purpose of this position is to perform duties as a supply assistant to a higher graded Supply Technician and to maintain arms and equipment for the unit. Assists the senior unit supply technician in the logistical and maintenance programs of the unit. Prepares and submits expendable/durable requisitions. Assists in change-of command inventories. Performs unit level maintenance as well as regularly scheduled preventive maintenance and inspections on assigned weapons. Assists the senior unit supply technician in ensuring the security book, arms room keys and other items are properly accounted for and secured. As directed, assists in a variety of community support functions such as armory security coordination with police, suitability investigations, armory rentals, and unit participation in community celebrations, or fund raising drives, etc. Assists in completing administrative and personnel transactions for the unit. Performs recruiting duties as assigned to maintain the unit at authorized strength. In the absence of a janitorial staff, work with other assigned full time support personnel, to care for, clean, and maintain the National Guard Armory to include lawn care and general maintenance. Performs other duties as assigned.

HOW TO APPLY

1. Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms:
 - MIL Form 175 "Application for Technician Vacancy"
 - MIL Form 174 "Chronological Listing of Military Service"
 - OF 306 "Declaration for Federal Employment"
 - SF 181 "Race and National Origin Identification"
 - SF 256 "Self-Identification of Handicap"
 - Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
 - One of the following:
 - a) OF 612 "Application for Federal Employment"
 - b) Personal Resume, with original signature or
 - c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.
 - Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: http://mil.wa.gov/jobs/federal_job_ops.shtml

****Mail or Hand Deliver** forms to: HRO Attn: Staffing Section
Building 33, Camp Murray
Tacoma, WA 98430-5130

(Faxed and Scanned copies will not be accepted)

2. **INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.**
3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. **EQUAL OPPORTUNITY:** This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
Phone (253) 512-7835
DSN 323-7835